| United States District Court |
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| | for the | | | | | | |
|--|--|--|--|--|--|--|--|
| District of | | | | | | | |
| Plaintiff(s) V. Defendant(s) |)))) (Civil Action No.)))))) | | | | | | |
| SUMMONS IN A CIVIL ACTION | | | | | | | |
| To: (Defendant's name and address) | | | | | | | |
| A lawsuit has been filed against you. | | | | | | | |
| are the United States or a United States agency, or an o P. 12 (a)(2) or (3) — you must serve on the plaintiff an | on you (not counting the day you received it) — or 60 days if you officer or employee of the United States described in Fed. R. Civ. a answer to the attached complaint or a motion under Rule 12 of notion must be served on the plaintiff or plaintiff's attorney, | | | | | | |
| If you fail to respond, judgment by default will You also must file your answer or motion with the coun | I be entered against you for the relief demanded in the complaint. rt. CLERK OF COURT | | | | | | |
| Date: | Signature of Clerk or Deputy Clerk | | | | | | |

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Civil Action No.

PROOF OF SERVICE

(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))

| | This summons for (nan | ne of individual and title, if any) | | | | | |
|--------|--|-------------------------------------|----------------------------------|------|----------|--|--|
| was re | ceived by me on (date) | · | | | | | |
| | ☐ I personally served | the summons on the individual | at (place) | | | | |
| | | | on (date) | | | | |
| | ☐ I left the summons | at the individual's residence or | usual place of abode with (name) | | | | |
| | , a person of suitable age and discretion who resides there, | | | | | | |
| | on (date), and mailed a copy to the individual's last known address; or | | | | | | |
| | ☐ I served the summo | ons on (name of individual) | | | , who is | | |
| | designated by law to accept service of process on behalf of (name of organization) | | | | | | |
| | | | on (date) | ; or | | | |
| | ☐ I returned the sumn | nons unexecuted because | | | ; or | | |
| | ☐ Other (specify): | | | | | | |
| | My fees are \$ | for travel and \$ | for services, for a total of \$ | | | | |
| | I declare under penalty | y of perjury that this information | n is true. | | | | |
| Date: | | | | | | | |
| | | | Server's signature | | | | |
| | | | Printed name and title | | | | |
| | | | Server's address | | | | |

Additional information regarding attempted service, etc: